

APP-CSE 2025 FORM - Other Items  
 ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM - Other Items

AGENCY CODE/NAME:   
 AGENCY NAME:   
 ORGANIZATION TYPE:   
 REGION:   
 PROVINCE:

CONTACT PERSON:   
 DESIGNATION:   
 EMAIL:   
 CONTACT NUMBER:

**SYNOPSIS:** This form shall be utilized by government agencies for items that are not available in the PS-DBN catalogue but are regularly purchased from other sources. Information given in this form will serve as a way to identify the items that may be considered as CIE by the PS-DBN.

**REMARKS:**

- The APP-CSE 2025 Form - Other Items must be accompanied using Excel ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the items used is in other than the prescribed format which was provided in the PS-DBN website ([www.ps-psdbn.com.pe](http://www.ps-psdbn.com.pe)).
- All information must be provided accurately.
- To fill-out, read the items in the "List of Items - List of Items" tab of this file then type the desired product in the search bar (searching only for Microsoft Excel 2013 or higher). Copy the description, right click then PASTE AND VALIDATE in the designated column of the form "Item Description". You may also use the "List of Items - List of Items" tab of this file. If it is necessary to search the details of the product, you may sign in to the "Manufacturer" column provided inside the form description. The first one hundred (100) items are designated only for this provision, while the remaining items is open for bidding. You can insert additional items after the first 100 if necessary.
- Upload the APP-CSE 2025 Form - Other Items through the Google Forms Link: <https://forms.gle/2UvUuUuUuUuUuUuUu>
- For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBN through its mobile numbers 0942-2054426 (Smart) or 0952-4288249 (Smart), or email [agencies@psdbn.com.pe](mailto:agencies@psdbn.com.pe), or visit the PS-DBN website ([www.ps-psdbn.com.pe](http://www.ps-psdbn.com.pe)) for the guide on how to fill-out the APP-CSE.
- The APP-CSE for FY 2025 must be submitted on or before July 31, 2024.

No.	SYNOPSIS	Item Description	Specification (Print specific features or composition of the item such as dimensions, color, or function)	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year					
					Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4									
<b>OTHER ITEMS NOT AVAILABLE AT PS-DBN BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																								
1	-	Cloud Computing Services		mins	120	120	120	360	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00			
2	-	Carbonized Office Receipts Accountable Forms No. 51-C, Triplixes Copies, 10x15x20x3		sheet	120	120	120	360	46,500.00	120	120	120	360	46,500.00	120	120	120	360	46,500.00	120	120	120	360	46,500.00
3	-	Various Medicines		ml	1	0	0	1	1,000.00	1	0	0	1	1,000.00	1	0	0	1	1,000.00	1	0	0	1	1,000.00
4	-	Cheque Book		sheet	2	2	2	6	4,000.00	2	2	2	6	4,000.00	2	2	2	6	4,000.00	2	2	2	6	4,000.00
5	-	Shaper 26x6		pc	1	1	1	3	3,000.00	0	0	0	0	0.00	1	1	1	3	3,000.00	0	0	0	0	0.00
6	-	Shaper Wire No. 3x, 26x6		pc	5	5	5	15	675.00	5	5	5	15	675.00	5	5	5	15	675.00	5	5	5	15	675.00
7	-	Paral Per, Broad, Black		pc	3	2	0	0	275.00	3	2	0	0	275.00	3	2	0	0	275.00	3	2	0	0	275.00
8	-	Multi-purpose Bond Paper, Short, 80 gm		ream	10	5	0	15	4,000.00	10	5	0	15	4,000.00	10	5	0	15	4,000.00	10	5	0	15	4,000.00
9	-	Epson Ink Toner C81, Black		pc	4	4	0	0	3,000.00	4	4	0	0	3,000.00	4	4	0	0	3,000.00	4	4	0	0	3,000.00
10	-	Epson Ink Toner C81, Cyan		pc	4	1	0	0	1,700.00	4	1	0	0	1,700.00	4	1	0	0	1,700.00	4	1	0	0	1,700.00
11	-	Epson Ink Toner C81, Magenta		pc	4	1	0	0	1,700.00	4	1	0	0	1,700.00	4	1	0	0	1,700.00	4	1	0	0	1,700.00
12	-	Epson Ink Toner C81, Yellow		pc	4	1	0	0	1,700.00	4	1	0	0	1,700.00	4	1	0	0	1,700.00	4	1	0	0	1,700.00
13	-	Brother Ink Toner BT7000, Black		pc	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00
14	-	Brother Ink Toner BT7000C, Cyan		pc	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00
15	-	Brother Ink Toner BT7000M, Magenta		pc	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00
16	-	Brother Ink Toner BT7000Y, Yellow		pc	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00	1	0	0	0	900.00
17	-	Epson Ribbon Cartridge FX-2175 II, 50159H/50159Z/527		pc	2	2	2	6	3,200.00	2	2	2	6	3,200.00	2	2	2	6	3,200.00	2	2	2	6	3,200.00
18	-	Epson Ribbon Cartridge LQ-310, 50159R/50159S/15034		pc	2	2	2	6	1,800.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00
19	-	Epson Ribbon Cartridge LX-310, 50259L2		pc	2	2	2	6	1,800.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00
20	-	Adding Machine Tape, 5/8mm, 4x10x20		roll	4	4	0	0	900.00	4	4	0	0	900.00	4	4	0	0	900.00	4	4	0	0	900.00
21	-	Performance Order Forms (Duplicate Copies), 50 sheets/sub		sheet	11	11	11	33	3,700.00	11	11	11	33	3,700.00	11	11	11	33	3,700.00	11	11	11	33	3,700.00
22	-	Account Charge Forms (Triplixes Copies) 40 sheets/sub		sheet	20	0	0	0	3,000.00	20	0	0	0	3,000.00	20	0	0	0	3,000.00	20	0	0	0	3,000.00
23	-	Cost of Service Connection Form (Duplicate Copies) 50 sheets/sub		sheet	11	11	11	33	3,700.00	11	11	11	33	3,700.00	11	11	11	33	3,700.00	11	11	11	33	3,700.00
24	-	Photocopier, Minolta vivo 344 TN114 Toner		pc	1	0	0	0	4,000.00	1	0	0	0	4,000.00	1	0	0	0	4,000.00	1	0	0	0	4,000.00
25	-	Stack card, A4 size, Carbonless sheet		pc	100	0	0	0	3,000.00	0	0	0	0	0.00	100	0	0	0	3,000.00	0	0	0	0	0.00
26	-	Adding Machine Ribbon 88		pc	3	2	2	0	315.00	3	2	2	0	315.00	3	2	2	0	315.00	3	2	2	0	315.00
27	-	PCB Thermal Paper		roll	100	100	100	300	34,070.00	100	100	100	300	34,070.00	100	100	100	300	34,070.00	100	100	100	300	34,070.00
28	-	Printer, impact dot matrix, 24 pins, 136 columns		pc	1	0	0	0	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
29	-	Printer, impact dot matrix, 9 pins, 136 columns		pc	1	0	0	0	15,000.00	0	0	0	0	0.00	1	0	0	0	15,000.00	0	0	0	0	0.00
30	-	Multi-function printer		pc	1	0	0	0	15,000.00	0	0	0	0	0.00	1	0	0	0	15,000.00	0	0	0	0	0.00
31	-	Computer Desktop		pc	1	0	0	0	30,000.00	0	0	0	0	0.00	1	0	0	0	30,000.00	0	0	0	0	0.00
32	-	LED queueing machine system with complete accessories		pc	1	0	0	0	30,000.00	0	0	0	0	0.00	0	0	0	0	30,000.00	0	0	0	0	0.00
33	-	Sign Per, Back		pc	12	12	0	0	104.00	12	12	0	0	104.00	12	12	0	0	104.00	12	12	0	0	104.00
34	-	Sign Per, with, Back		pc	12	12	0	0	103.00	12	12	0	0	103.00	12	12	0	0	103.00	12	12	0	0	103.00
35	-	Fluorescent Photocopier Imaging unit assembly, drum, developer, fuser and paper roll assembly		assembly	1	0	0	0	30,000.00	0	0	0	0	0.00	0	0	0	0	30,000.00	0	0	0	0	0.00
36	-	Stacky notes 3"x5"		pc	10	5	5	20	1,000.00	10	5	5	20	1,000.00	10	5	5	20	1,000.00	10	5	5	20	1,000.00
37	-	Stacky notes 1.5"x4"		pc	10	5	5	20	900.00	10	5	5	20	900.00	10	5	5	20	900.00	10	5	5	20	900.00
38	-	Stacky notes 5"x7"		pc	10	5	5	20	800.00	10	5	5	20	800.00	10	5	5	20	800.00	10	5	5	20	800.00
39	-	Plastic covered saunter fastener, short		pc	4	4	0	0	200.00	4	4	0	0	200.00	4	4	0	0	200.00	4	4	0	0	200.00
40	-	Plastic covered saunter fastener, long		pc	4	4	0	0	200.00	4	4	0	0	200.00	4	4	0	0	200.00	4	4	0	0	200.00
41	-	Acrylic White Board		pc	1	0	0	0	3,000.00	0	0	0	0	0.00	0	0	0	0	3,000.00	0	0	0	0	0.00
42	-	CTV Accessories parts		pc	1	0	0	0	15,000.00	0	0	0	0	0.00	0	0	0	0	15,000.00	0	0	0	0	0.00
43	-	Computer parts and accessories		pc	1	0	0	0	30,000.00	0	0	0	0	0.00	0	0	0	0	30,000.00	0	0	0	0	0.00
44	-	Table paper, 30ly		roll	12	12	12	36	700.00	12	12	12	36	700.00	12	12	12	36	700.00	12	12	12	36	700.00





Item No.	UNSPSC	Item Description	Specification (Type, grade, features or composition of the item such as dimensions, color, or features)	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year								
					Jan	Feb	Mar	Q1	Q1 January	April	May	June	Q2	Q2 January	July	Aug				Sept	Q3	Q3 January	Oct	Nov	Dec	Q4	Q4 January
OTHER ITEMS NOT AVAILABLE AT PG-CBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
00		paper bag, small		kg	3	3	3	0	100.00	3	3	0	0	100.00	3	3	0	0	100.00	3	3	0	0	100.00	24	24.00	240.00
01							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
02							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
03							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
04							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
05							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
06							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
07							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
08							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
09							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
10							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
11							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
12							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
13							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
14							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
15							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
16							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
17							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
18							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
19							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
20							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
21							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
22							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
23							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
24							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
25							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
26							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
27							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
28							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
29							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
30							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
31							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
32							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
33							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
34							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
35							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
36							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
37							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
38							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
39							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
40							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	

